



Local Emergency Planning Committee  
For New Castle County  
P.O. Box 2998  
Wilmington, DE 19805-0998  
Phone (302) 395-3633  
Fax (302) 323-4573  
David Irwin, Chairman  
Tom Kovach, Vice Chairman  
Jacob Morente, Vice Chairman

## LEPC for NCC – November Meeting

### Meeting Minutes

November 13, 2017

- 1. Call to Order** Chairman Irwin called to order the November 13, 2017 meeting of the Local Emergency Planning Committee of New Castle County at 2:34 pm. A quorum was present.
- 2. Introductions** Everyone went around the room introducing themselves and the company, community, citizen or agency they represented. The following persons were present. (*Sign In Roster Attached*)

#### Voting Members: (19)

Jeff Backus – FMC Stine Research Center  
Joe Cochran – NCC OEM  
Bill Davis – EPCRA DNREC  
Mark Dolan – DNREC ARP / NCCIHMR Training  
Bob Fox – Del State Fire Marshal's Office  
Mike Gladle – University of Delaware  
Babak Golgolab – Claymont Comm. Coalition/DRBA  
Wayne Hopkins – DuPont Chestnut Run Plaza  
David Irwin – Chairman LEPC NCC / SERC  
Sharon Jefferson-Hawkins – American Red Cross  
Lynn Krueger – Duffield Associates  
Joe Leonetti – Decon Team Comm / St Francis Hospital  
Bill McCracken – Citizen / IT Committee

Jacob Morente – LEPC NCC  
Beth Neumane – Rogers Corp.  
Rick Perkins – State Official, DHSS Public Health  
Al Stein – Citizen / Transportation Committee

#### Non-Voting Members: (7)

Ken Cenci – DNREC ARP  
Jeffery Hoffman – Delaware River & Bay Authority  
Heather Hudson – DHSS Public Health  
George Giles – Wilmington LEPC  
Brenda Jefferson – American Red Cross  
Jennie Romano – Lewis Environmental  
Edwin Shively – Hologic

- 3. Welcome & Facility Update** The Chairman introduced the meeting host, Mr. Jeff Backus, Fire Chief at FMC Stine Research Center of Newark. Chief Backus provided a 10 minute brief on the reorganization of the Stine-Haskell facility from DuPont to FMC with seamless transition at site other than name change.
- 4. Agenda Approval** Chairman Irwin asked for approval of the agenda. Motion to accept by Babak Golgolab, Seconded by Joe Leonetti. Vote: All in Favor. Motion passed.
- 5. Approval of Minutes from last meeting** – September 11<sup>th</sup>, 2017 Meeting minutes with sign-in roster, committee and staff reports were sent electronically to members. The Chairman asked for any corrections; none offered. Motion to accept by Beth Neumane, Seconded by Mike Gladle. Vote: All in Favor. Motion passed.
- 6. Committee Reports**

- a) Finance:** Chairman Irwin reported on finances since the September 11<sup>th</sup>, 2017 LEPC meeting.

Budget balance as of September 1, 2017      \$73,589.53  
Expenses:

NCCIHMRA - Training Support \$ 422.58  
LEPC Staff Fees (September & October) \$13,333.34

Total Expenses \$13,755.92

Balance as of November 1st, 2017 \$59,833.61

- b) **IT:** Bill McCracken read Information Technology Committee report. (*attached*)
- c) **DECON:** Joe Leonetti read Decon Team report. (*attached*)
- d) **Training:** Mark Dolan read Training Committee report. (*attached*)
- e) **Transportation:** Al Stein read Transportation Committee report. (*attached*)

## 7. Tier II EPCRA Report

Bill Davis from DNREC EPCRA read the following report:

### EPCRA Reporting Program LEPC Report – November 2017

- TierIIManager™** Update-71 went on-line August 24th to allow facilities a 4-month head-start in updating hazard classifications from the previous 5 categories to the new 24 that EPA adopted effective January 1st, 2018. 311 hazard classifications will remain at 5 until 1/1/18. Facilities are encouraged to review their Safety Data Sheets and submit updated Tier II reports now so that the 8-week reporting window after January 1st (due March 1st) is not overwhelming.
- Over **330** facilities have already either initiated or submitted Updated Tier II Reports with new hazard class information.
- January Workshops** have been scheduled and announcements will be emailed to facility regulatory point of contacts at the beginning of December. The 3-hour workshops will demonstrate the online system and review the chemical inventory reporting requirements in general. Registration is required and sessions will begin at **9:00** am (registration 8:45). Class size is limited, so early registration is encouraged. Workshop dates/locations are as follows:

Date	Day	Location
1/4/18	Thursday	New Castle DNREC Lukens Drive
1/9	Tuesday	Dover Fire School <b>Joint session with Kent LEPC meeting</b>
1/11	Thursday	Georgetown Fire School <b>Joint session with Sussex LEPC meeting</b>
1/16	Tuesday	New Castle Fire School
1/18	Thursday	Dover Fire School
1/23	Tuesday	Georgetown Fire School
1/25	Thursday	New Castle DNREC Lukens Drive

- Farm Animal Waste Reporting**  
Federal EPA has announced a new/revised approach that will exempt farms from reporting under EPCRA 304, so they won't need to report to the LEPCs/SERC. Farms will only need to deal with reporting to the Feds under CERCLA according to the recent EPA notice.

### EPA Provides Guidance for Farmers for Reporting Animal Waste

On October 25, 2017, EPA released guidance to assist farmers in reporting air releases of hazardous substances from animal waste at farms. EPA is making this information available to provide time for farmers to review and prepare for the reporting obligation, which could become effective as early as **November 15, 2017**.

- On December 18, 2008, EPA published a final rule that exempted certain farms from reporting air releases of hazardous substances from animal waste.
  - On April 11, 2017, the DC Circuit Court vacated this final rule.
  - In response to a request from EPA, the DC Circuit Court extended the date on which its ruling would become effective to November 15, 2017.
    - Unless the court further extends this date, farms (including those previously exempted by EPA's rule) that release hazardous substances to the air from animal wastes equal to or greater than the reportable quantities for those hazardous substances within any 24-hour period must comply with applicable statutory reporting requirements.
- The EPA guidance information includes links to resources that farmers can use to calculate emissions tailored to specific species of livestock.
- View EPA's guidance and Frequently Asked Questions on reporting air emissions from animal waste: <https://www.epa.gov/epcra/cercla-and-epcra-reporting-requirements-air-releases-hazardous-substances-animal-waste-farms>
  - EPA will revise this guidance, as necessary, to reflect additional information to assist farm owners and operators to meet reporting obligations.
  - Interested parties may submit comments or suggestions by November 24, 2017.
- DNREC EPCRA web pages are being updated and show (among other things) our new mailing address.  
DNREC EPCRA Reporting 155 Commerce Way, Suite B, Dover, DE 19904
- We are awaiting/expecting (early November) a *TierIIManager*™ software update from IDSi to handle the fee increase, GIS-related changes, and other issues that were identified in the planning module.

- **Reporting Status: Reporting Year 2016 EPCRA 312 (Tier II) Reports**

(LEPC designations as reported by the Facility)

11/3/17	RY2015 (Final)	
2179	2112	<b>State Total</b>
751	724	<b>Sussex</b>
471	448	<b>Kent</b>
822	806	<b>New Castle</b>
135	134	<b>Wilmington</b>

- **78** more reports have been submitted for RY2016 versus RY2015 by this time last year.

### 8.SERC Report Chairman Irwin read a report provided by Avery Dalton, SERC Executive Director.

- SERC quarterly meeting on September 13<sup>th</sup>, 2017.
- There was a Chemical Safety, Security and Transportation Workshop held at Delaware Technical & Community College, Terry Campus, in Dover on November 1, 2017. This workshop was sponsored by the State Emergency Response Commission (SERC) and featured representatives from the EPA, OSHA, DHS, DOT, FRA, USCG, ATF, FBI and DNREC.
  - Over 150 people attended the workshop which had topics including; emergency planning and community right to know, chemical safety, chemical facility security and chemical transportation safety. The audience included; chemical manufacturers and processors, oil and chemical storage and transporters, institutional users, emergency responders, emergency planning committees, state and local emergency

response organizations. Equipment displays from several state, federal and private companies were set up for participants to view.

- HMEP Grant FY17 – grant closed for this fiscal year on September 30<sup>th</sup>. Approximately \$21,399.67 dollars will be rolled over to the next grant year from Hazmat exercise. A tabletop in planned for 2018 and a functional exercise is planned for 2018.
- Current balance of the FY18 grant starting October 1<sup>st</sup> is \$106,804.00 (2017-2018). No funds have been spent so far.
- SERT Plan – Hazardous Substance Incident Contingency Plan. The printer is scheduled to deliver the SERT Plan on November 14<sup>th</sup>. The SERT Plan will be distributed within two weeks of that date. Additionally a password secure PDF version of the plan will be provided to the SERC, LEPC's and Fire Chiefs.

## 9. Staff Reports

- Jake Morente – read accomplishments since last meeting (*report attached*)
- Chairman Irwin – read accomplishments since last meeting (*report attached*)

## 10. Old Business

- Joe Leonetti reported on NCCIHMR team. Provided brief history and responses since its inception. Enhanced HazMat/Decon Team Response Capabilities proposal was made to add NCCIHMR team members to Hazmat/Decon Team responses at the November 8<sup>th</sup> Annual Planning and Training Meeting. NCCIHMR team members voted to participate in DECON responses. Specific training will be available in the coming year.

## 11. New Business

- a) CY2018 LEPC Meeting Hosts – Chairman Irwin announced 2018 meeting hosts.

January	Roger's Corporation	July	BASF
March	DuPont Chestnut Run	September	Delaware City Refinery
May	Miller Environmental	November	Energy Transfer

- b) LEPC Reports

- Wilmington LEPC – Director George Giles reported on recent meetings and a resident inquiry.

- c) Chairman Irwin reported progress on the 11<sup>th</sup> Annual Hazmat Training Workshop. Discussed course offerings and instructors

## 12. Any other Business

**Next Meeting – Monday, January 8th, 2018 2:30 pm – Delaware State Fire School – New Castle Division,  
2311 MacArthur Drive New Castle, DE 19720**

Host: Rogers Corporation

**13.Adjournment** – Motion to adjourn by Beth Neumane, Seconded by Al Stein. Vote: All in Favor. Chairman Irwin adjourned meeting at 3:32 pm

Recorded and submitted, J. Morente

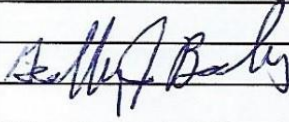
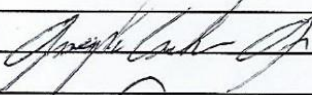
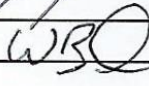
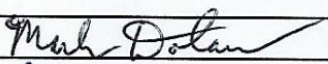
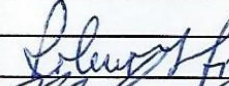
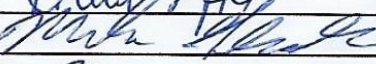
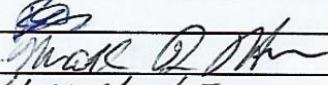
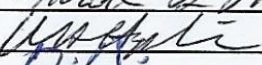
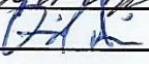
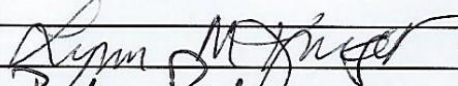
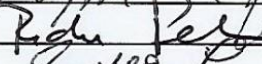
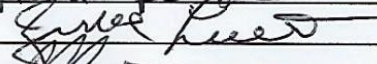
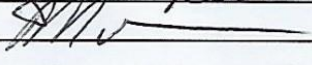
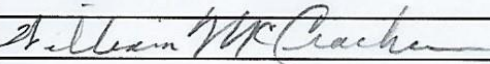
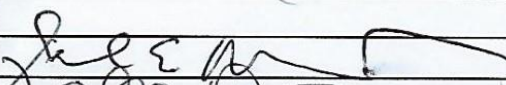
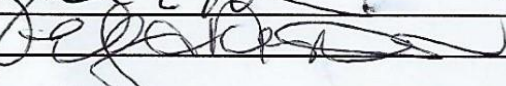


**LOCAL EMERGENCY PLANNING COMMITTEE**  
**For NEW CASTLE COUNTY**  
**SIGN IN SHEET**

**HOST: DuPont Stine Haskell**

**LOCATION: Delaware State Fire School - New Castle Branch**

**DATE: November 13, 2017**

2017/2018 SERC Approved VOTING MEMBERS: 35		
Name	Representation	Signature
David Anderson	Community Rep.	
Jeff Backus	Industry	
Bob Barrish	Community Rep.	
Kim Bennett	Industry	
Councilman John Cartier	Elected NCC Official	
Joseph Cochran	Local Government	
Avery Dalton	State Official	
Bill Davis	State Official	
Russ Davis	Industry	
Ron Dietrick	Industry	
Mark Dolan	State Official	
David H. Ennis	Past Chairman	
Robert Fox	State	
Mike Gladle	Academia	
Babak Golgolab	Community Rep.	
Mark Hanson	Industry	
Wayne Hopkins	Industry	
David Irwin	Chairman	
William Kelly	Industry	
Steven Lopresti	Industry	
Tom Kovach	Vice-chairman	
Lynn Krueger	Industry	
Rick Perkins	State Official	
Joseph Leonetti, Sr.	Hospital	
Capt. Mark Logemann	NCC EMS	
Mark Lucy	Industry	
Bill McCracken	Public	
Sen. Harris McDowell, III	Elected State Senator	
Jacob Morente	Vice-chairman	
Beth Neumane	Industry	
Joseph Rubin	Banking Industry	





## IT Committee Report - November 2017 – Bill McCracken

- DNREC will be receiving a software update for facilities to do their annual submission. Once the software is tested it will be put online.
- A schedule will be set for training at January Workshops.
- Jacob Morente is continuing to provide training to the fire service in the use of Tier II Manager.

# New Castle County Special Operations Hazmat/Decon Team

Report to the LEPC November 13, 2017

The Hazmat /Decon Team responded to the following since the September meeting.

1. 200 Powder Mill Road, DuPont Experimental Station – September 23, 2017 at 11:07 - 20 contractors possibly exposed to Hydrogen Fluoride. Personal decon of 18 workers, medically evaluated and sent to area hospitals.
2. South DuPont Highway and Mallard Road – October 6, 2017 – Motor Vehicle Crash with a leaking Hazmat. Leak was from fuel tank. Decon Team was cancelled, Hazmat 30 handled the incident.

Respectfully submitted,  
Joe Leonetti, Team Leader





Monday, November 13th, 2017

## NCC INDUSTRIAL HAZARDOUS MATERIALS RESPONSE ALLIANCE

### NCCIHMRMRA TRAINING COMMITTEE REPORT TO LEPC FOR NCC

The New Castle County Industrial Hazardous Materials Response Alliance Training Committee did conduct one training session between the September 11th, 2017 and the November 13th, 2017 LEPC for NCC meetings.

The NCCIHMRMRA Sixteenth Annual Planning and Training Meeting was conducted on Wednesday evening, November 8th from 5:30 pm to 9:00 pm at the Elsmere Fire Company's Station 16 Hall. The Keynote Speakers were Christopher Murtha, Deputy Director of the Delaware Emergency Management Agency, and Avery Dalton, Planner for the Delaware Emergency Management Agency and the Executive Director of the Delaware State Emergency Response Commission, who presented on DEMA's roles, responsibilities and capabilities and on the upcoming revisions to the State of Delaware's "Oil and Hazardous Substance Incident Contingency Plan". In addition, the NCCIHMRMRA Training Committee presented a draft of the CY2018 training program and reviewed and discussed an enhanced response for hazmat incident callouts proposed by Chief Joseph Leonetti Sr., Team Leader of the New Castle County Special Operations Hazardous Materials Technical Decontamination Team. The DNREC ERT presented its emergency response incident annual summary. The meeting's attendance totaled forty-one (41).

The NCCIHMRMRA Training Committee has the following training sessions planned for the CY2018 Preliminary Training Schedule:

- "Decon 101" with Special Operations Hazmat Decon Team & Delaware State Fire School administered SCBA Fit Testing held at the Mill Creek Fire Company's Old Station 21 (3900 Kirkwood Highway) on Tuesday evening, February 20th (3 hrs);
- Safe Transportation Training Specialists (STTS) "High Pressure Tank Trailers" conducted at Elsmere Fire Station 16 on Friday, April 14th & repeated on Saturday, April 15th (8 hrs);
- Eleventh Annual Delaware Hazardous Materials Training Workshop hosted by the Delaware State Fire School's Dover Center on Friday, May 11th & Saturday, May 12th (8 hrs);
- Instructor Eugene Ngai's "Pyrophoric Materials" course conducted at the Delaware State Fire School's New Castle Center on Wednesday evening, June 6th (4 hrs);
- Instructor Darryl Meade's "Scintillating Screw-Louie" Hazmat Field Drill Wednesday evening, September 5th held at the Delaware State Fire School's New Castle Center (4 hrs);
- Seventeenth Annual Planning & Training Meeting hosted by the Elsmere Fire Company at Fire Station 16 on Wednesday evening, November 7th.

Submitted by:  
Mark Dolan  
NCCIHMRMRA Training Committee



# Transportation Committee NOV. 17 - Al Stein

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The employee fatalities - CSX / Amtrak:

On June 27, 2017 Two CSX employees (a conductor and a conductor in training) were struck and killed by a southbound Amtrak train. They're four parallel tracks at the scene of the accident. Going from west to east one has CSX track # 1, CSX #2, Amtrak #3, and Amtrak #2.

The wayside defect detector indicated overheated bearings or wheels on the southbound CSX freight train on track CSX #1. The conductor and the conductor in training had gone back to inspect the car with the suspected defective axle. It was decided to set the defective car out of the train using the crossover switches between CSX # 1 and #2. The engineer pulled the front of the train partially through the crossover so that the rear of the train was on track one and the front was on track two adjacent to Amtrak track #3. The two CSX employees on their way back to the locomotive were struck by the Amtrak train that was traveling about 73 miles per hour southbound on Amtrak #3. On Amtrak #2 another train was traveling north at the time the employees were struck. According to each Amtrak engineer they started sounding their horns when they observe the employees on the track.

**Local Emergency Planning Committee for New Castle County**  
**Vice-Chairman Activity Report – Jacob Morente**

November 13<sup>th</sup>, 2017

**SERC & Tier II:**

9/11/2017	Record minutes at the LEPC for NCC's September meeting at the Delaware State Fire School, New Castle division. Prepared minutes and distributed to email list.
9/13/2017	Attended the quarterly SERC Meeting, Dover, DE.
9/28/2017	Emailed each NCC Fire Chief and their designee asking to meet to conduct Tier II Manager Orientation & Access Training

**Site Assessments & Plan Reviews:**    *None conducted this period*

**Outreach:**

9/26/2017	Met with Mt. Cuba Center (Hockessin) and finalize emergency action plan and evacuation procedure and drill.
10/9/2017	Participated in DEMA bridge-line conference call; emergency planning and evacuation hazmat railway incident near Baynard Stadium, City of Wilmington.
10/11/2017	Participated in Minquas Fire Company's Open House, distributed 150 brochures.
10/13/2017	Provided Claymont Fire Company, one box (250 brochures) 10/14 Open House
10/21/2017	Participated in Odessa Fire Company's Open House, distributed 125 brochures
10/25/2017	Served as an evaluator at DuPont Experimental Station's Full-Scale Drill/Exercise
10/28/2017	Provided brochures to Goodwill Fire Co of New Castle for their open house
11/1/2017	Served as an evaluator at BASF's (Newport) facility for their drill/exercise
11/4/2017	Participated in Townsend Fire Co's Open House, distributed 150 brochures

**Fire Service Liaison:**

10/11/2017	Provided Tier II Manager orientation and access training to Mill Creek Fire Company (21) Chief and Deputy Chief
10/12/2017	Attended NCC Fire Firefighter's Association meeting at Cranston Heights Fire Co
10/19/2017	Provided Tier II Manager orientation and access training to Goodwill Fire Company (18 - New Castle) Deputy Chief
10/21/2017	Provided Tier II Manager orientation and access training to Odessa Fire Company (24) Chief and Deputy Chief
10/24/2017	Provided Tier II Manager orientation and access training to Five Points Fire Company (17) Chief and Deputy Chief
10/24/2017	Provided Tier II Manager orientation and access training to Minquadale Fire Company (22) Chief and Deputy Chief.
11/2/2017	Provided Tier II Manager orientation and access training to Claymont Fire Company (13) Chief and Deputy Chief.
11/2/2017	Attended NCC Fire Firefighter's Association meeting at Christiana Fire Co
11/2/2017	Provided Tier II Manager orientation and access training to Christiana Fire Company (3,6,12) Deputy Chief's.
11/6/2017	Provided Tier II Manager orientation and access training to Minquas Fire Company (23) Chief and Deputy Chief.

11/13/2017 Provided Tier II Manager orientation and access training to Aetna HH&L Company of Newark (7,8,9, 10) Chief and Career Staff.

Completed Tier II Manager orientation and access training to 9 of 21 NCC Fire Companies

**NCCIHMRA & Training:**

9/18/2017 Attended 5-day Fire Inspector II course at Bucks County Community College, Croydon, PA  
9/26/2017 Forward minutes from the 11<sup>th</sup> Annual Hazardous Materials Training Workshop planning meeting #2, Delaware State Fire School, New Castle Division  
10/18/2017 Participated and recorded minutes at the 11<sup>th</sup> Annual Hazardous Materials Training Workshop planning meeting #3, Delaware State Fire School, New Castle  
11/1/2017 Participated in US Department of Homeland Security's Delaware Chemical Safety, Security and Transportation Workshop, Dover



David Irwin  
Activity Report – Items Accomplished  
September 11, 2017 – November 12, 2017

**SERC Activities:**

- Represented the LEPC at the September 13<sup>th</sup> SERC meeting
- Prepared and submitted in a timely manner the LEPC Quarterly Performance Report
- Prepared and submitted in a timely manner the SERC Information & Technology Performance Report
- Facilitated two 11<sup>th</sup> Annual HazMat Training Workshop Planning Committee meetings (9/18, 10/16)
- Signed DEMA Sub Grant Award HMEP application

**Emergency Response Plan Reviews and Facility Visits:**

- Participated in a DEMA sponsored conference call to discuss a concerned citizen's questions
- Participated in Burris Logistics Annual Emergency Response Preparedness Review and facility inspection (10/25)

**Exercise Status:**

- Participated as an evaluator for the DuPont Experimental Station Full Scale Emergency Response exercise (11/2)
- Participated as an evaluator for the Magellan Gate Spill Tabletop Exercise (10/10)
- Participated as an evaluator for the DCRC Tri-Annual PREP Exercise (9/27)

**NCCIHMR:**

- Facilitated the 16<sup>th</sup> Annual NCCIHMR Planning & Training meeting conducted at the Elsmere Fire Station (11/8)
- Met with Chief J. Leonetti to discuss NCCIHMR call-out opportunities (9/28)
- Met with Director M. Crofts to discuss NCCIHMR call-outs (10/31)

**Outreach Initiatives:**

- Represented LEPC at the DC CAER group meeting (10/12)
- Represented the LEPC for NCC at the Kent County (9/12), Sussex (9/14) and Wilmington (11/10) LEPC meetings.
- Represented LEPC at four (4) CAP meetings, Croda ((9/13), Delaware City Refining (9/12, 10/10), and the DuPont Experimental Station (10/5)
- Represented the LEPC at the Croda Ethylene Oxide Plant dedication (10/18)
- Served as a member of the FMC Mini-grant selection committee (10/6)

**Additional Activities:**

- Met with Delaware State Fire School Director R. Newnam to discuss LEPC funding (9/21)
- Documented two Hazardous Material reportable release reports in accordance with EPA regulations
- Attended Boxwood Industrial Park development meeting (10/23)
- Served as a subject matter expert to three citizens